

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MINUTES**

November 12, 2015

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Office of Occupations and Professions in Frankfort, KY on November 12, 2015.

MEMBERS PRESENT

Camille Skubik-Peplaski, Chair
Scott DeBurger
Laura Strickland
Kevin Priddy
Rhonda Tapp Edwards
Thomas Miller
Sheila Levy

OCCUPATIONS AND PROFESSIONS STAFF

Jennifer Hutcherson, Board Administrator
Robin Vick, Administrative Section Supervisor

OTHERS

Michael Head, Office of the Attorney General
Stacy Grider, KOTA
Jordan Chingo, OT Student

Ms. Camille Skubik-Peplaski, Chair, called the meeting to order at 1:03 pm.

Consent agenda - Minutes, Monthly Financial Report and Legal Fees

Minutes of the October 1, 2015 meeting were presented for the Board's review. Mr. Miller made a motion to approve the consent agenda as presented. The motion, seconded by Mr. Priddy, carried.

O&P Report

Ms. Hutcherson reviewed the O&P report from Mr. Slone and informed the board that Mr. Slone would be retiring at the end of the month.

Board Attorney's Report

No report was given.

Pending Complaints

2014-02: Ongoing

2014-04: Ongoing

Complaints 2014-06 and 2015-01 have been placed with a new investigator, Marisa Neal. Ms. Hutcherson will contact Ms. Neal and find out what the estimated time line of completion will be.

Old Business

Ms. Skubik-Peplaski reported that the Independent Board Taskforce is waiting to hear back from Mr. Slone regarding the cost of moving the information in the database to a separate system.

Ms. Strickland made a motion to post the sample supervision logs on the board's website for licensees to use, if needed. Ms. Edwards seconded the motion, and it carried.

New Business

The board discussed redacting social security numbers when documents are sent by email. Ms. Hutcherson will make sure to redact SSN's before emailing documents to board members for review.

The board discussed the various Quantum Suicide Courses that are available. Only the six hour courses previously reviewed by the board are approved by KBLOT to meet the requirement set forth in KRS 210.366.

The board discussed responses on social media. The board determined the only response that should be given is to contact the board through the O&P office.

Mr. Miller presented information on a Suicide Prevention course that he attended through the University of Memphis.

The board discussed a question received from a licensee regarding OTA's taking verbal orders over the phone from a doctor's office. The board determined that the answer to this question should be determined by institutional policy and procedure, also taking into consideration the payor source. The board determined that this is not within the jurisdiction of KBLOT.

The board discussed NBCOT Navigator. Ms. Hutcherson will contact NBCOT to affirm that Kentucky would like to be listed as a state that approves this program for earning CCU's.

The board discussed an email regarding dry needling. The board will look into this again and discuss it at the December board meeting.

The board discussed an email complaint about a prometric testing center. This does not fall within the jurisdiction of KBLOT.

The board discussed the board's potential antitrust liability. Mr. Head reported that he has become very knowledgeable on this particular topic and would be sure to guide the board through any issues that may arise that are affected by this.

The board discussed the 2016 meeting schedule. The board will maintain the second Thursday of each month as their regular meeting date.

Ms. Levy made a motion to have Ms. Hutcherson look into liability insurance for board members. Ms. Edwards seconded the motion, and it carried.

Mr. Priddy made a motion to add city and state to the DPAM supervisor list. The motion was seconded by Mr. Miller, and it carried.

Mr. Miller made a motion to have Mr. Head draft a letter to send to all licensees who did not respond to the renewal audit notice sent in August, notifying them that they must meet the following conditions in order to renew their license: 1) pay a \$100 fine; 2) take the

Jurisprudence Exam; and 3) submit renewal paperwork within 7 days of receipt of the letter, or be subject to suspension or revocation. Ms. Levy seconded the motion and it carried.

Applications Review

The following applications for licensure were reviewed and recommended for approval by the application committee. A motion was made by Ms. Edwards to approve the applications as reviewed. The motion, seconded by Mr. Priddy, carried.

- Michael Davis - OT
- Jenna Hohl - OT
- Robin Kublick - OTA
- Cara Dreher - OTA
- Anna Martin - OT
- Martina Jones - OT
- Emily Hagedorn - OTA
- Karen Quinkert - OT
- Dawn Kiker - OTA
- Crystal Zilisch - OT
- Emily Cross - OT
- Jill Prince - OT
- Karen Stephens - OT
- Hannah Boley - OT
- Toria Thompson - OT
- Samantha Ford - OT
- Ariel Conn - OT
- Megan Albritton - OT
- Deirdre Cox - OT
- Erica Hughes - OT
- Kourtney Burden - OTA
- Jacob Baker - OT
- Sara Lewis - OTA
- Megan Caldwell - OTA
- Ashley Miller - OTA
- Louis Peters - OT
- Kelsey Mehuron - OT
- Ronald LeMond - OT
- Lauren Grugen - OTA
- Robin Dawson - OT
- Brigitte Kunkel - OT
- Abby Reagan - OT
- Plabita Chetia - OTA
- Shelby Johnson - OTA
- Carrie Berry - OTA
- Danielle Lewis - OTA
- Sekia Kaufer - OTA
- Rebecca Ludwig - OTA
- Lindsey Miller - OTA
- Michael Nash - OT
- Lindsey Wagner - OT

A motion was made by Ms. Edwards to deny Kimberley Adams application until an accurate application and \$50 fine are received. At that time, the board will review the application again. The motion, seconded by Mr. Priddy, carried.

A motion was made by Mr. Priddy to approve the supervision audit from Veral Armstead. The motion, seconded by Mr. DeBurger, carried.

A motion was made by Ms. Edwards to accept the recommendation of the continuing education application review committee. The motion, seconded by Mr. DeBurger, carried.

A motion was made by Mr. Priddy to approve the DPAM applications as presented. The motion, seconded by Ms. Edwards, carried.

- Mara Childers
- Lisa Grossman
- Frances Howard
- Morgan King
- Kayla Lee
- Katrina Pitre
- Megan Reese
- Chelsea Revel
- Jean Steffe
- Jacqueline Stephens
- Tiffany White

Assignments for Next Meeting – December 17, 2015

- Michael Head
 1. check with Marcus Jones about the status of complaints 2014-02 and 2014-04 and report back to the board
 2. draft letter to those who were audited advising them that they failed to respond and that they must pay \$100 fine, take JE, and submit audited renewal application within 7 days of receipt of the letter, or they are subject to suspension or revocation
 3. write a consent statement for denial letter for Kimberley Adams
- Camille Skubik-Peplaski
 1. Follow up with AOTA about dry needling
- Laura Strickland
 1. Send revised telehealth documents to Ms. Hutcherson to send to Mr. Head and board members
- Jennifer Hutcherson
 1. Email investigator about when to expect/when to expect it (email forwarded to case managers)
 2. Have supervision logs posted to website as a sample
 3. Provide board with a list of indexing fields for scanned files
 - Board
 - Document Category (Complaint, Continuing Education, Fiscal, Licensee File, Reference Material, Renewal)
 - Status (Complete, Complete-Approved, Complete-Deferred)
 - Last Name
 - First Name
 - SSN
 - License or File #
 - Check Amount
 - Document Creation Date (scanned date)
 - Document Title (for example, “2015 Renewal” or “License Verification” or “Name and Address Change”)
 4. Check on Director’s insurance for board members
 5. Make sure KBLot approved suicide courses says Quantum suicide course “ONLY 6 HOUR COURSES”
 6. Add City and State to the DPAM Supervisor list on the website
 7. Add Mr. Miller’s suicide course to the application folder as a reference
 8. Email JE questions to board members

9. Send a blanket reminder to all licensees who haven't renewed that the grace period ends at the end of December
10. Send audit letter from Mr. Head to licensees with audited renewals by certified mail
11. Send menus for December holiday lunch to board members

Approval of Travel and Per Diem

A motion was made by Ms. Edwards to approve travel and per-diem for today's meeting. The motion, seconded by Mr. Priddy, carried.

Adjournment

With no further business to discuss the meeting was adjourned at 3:28 pm.

The next meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 1:00 p.m. on Thursday, December 17 at the Office of Occupations and Professions.